

Ireland: Performance review services

Design, delivery and implementation of a performance management framework and associated services for the Institute of Public Administration

Contract or concession notice – standard regime

1 Buyer

1.1 Buyer

Official name: Institute of Public Administration_299

Legal type of the buyer: Body governed by public law

Activity of the contracting authority: Education

2 Procedure

2.1 Procedure

Title: Design, delivery and implementation of a performance management framework and associated services for the Institute of Public Administration

Description: The Institution of Public Administration (IPA) is seeking to engage a partner organisation to design, deliver and implement a performance management framework and associated services for its employees. The purpose of performance management is threefold. (i) Firstly, performance management can enable effective organisation strategy implementation by ensuring individual's objectives are fully aligned and to support the development of employees in line with the IPA mission, strategy and values. A well designed and implemented system can support the high-quality standards expected of a valued institution and develop the potential of a talented workforce. (ii) Secondly, performance management provides a formal mechanism to ensure that all employees are supported and have the appropriate development opportunities to enable them to deliver high quality performance. The process includes support for professional and career development as well as performance management. (iii) Finally, performance management is a requirement as set out in various Public Service Agreements, and forms part of the IPA's strategy. The PMDS (performance management and development system) concept is familiar within the IPA and it now requires a bespoke policy and process, including an online technical solution, as well as change management and training for effective implementation. Please note: Should the scoping exercise result in a decision by the IPA to purchase a separate software solution, the procurement of this system will fall outside of the scope of this tender. The IPA's workforce comprises approximately 100 employees across a variety of job roles including academics, specialist training professionals, librarians, technical staff, professional staff, administrative staff and support staff. The Institute seeks a single performance development framework and system ensuring a coherent organisational approach to performance management in the spirit of 'One-IPA'. There is a co-existing requirement to accommodate the distinct contribution models associated with different professional groups, including academic staff, professional services staff and leadership roles. The system should enable consistency of process whilst supporting differentiated performance frameworks aligned to role requirements and sectoral norms. The performance management framework will need to be sufficiently flexible to apply to all job roles and at all grades from executive leadership level to junior staff. As with all Public Sector organisations, there is no link between performance management and pay or reward. The Support and Implementation Partner will lead the project, working closely with the IPA's HR team, and liaising with the Executive Leadership Team. It is imperative that the Implementation and Support Partner actively leads throughout all stages of the project, working collaboratively with the IPA team.

Procedure identifier: 8cd44a69-3303-49bf-a8f7-1545fc2fc06d

Type of procedure: Open

The procedure is accelerated: no

2.1.1 Purpose

Main nature of the contract: Services

Main classification (cpv): 79313000 Performance review services

Additional classification (cpv): 79410000 Business and management consultancy services

Additional classification (cpv): 79411000 General management consultancy services

Additional classification (cpv): 79414000 Human resources management consultancy services

Additional classification (cpv): 79420000 Management-related services

Additional classification (cpv): 80532000 Management training services

Additional classification (cpv): 80570000 Personal development training services

Additional classification (cpv): 79000000 Business services: law, marketing, consulting, recruitment, printing and security

Additional classification (cpv): 79633000 Staff development services

Additional classification (cpv): 80500000 Training services

Additional classification (cpv): 80511000 Staff training services

Additional classification (cpv): 80521000 Training programme services

2.1.2 Place of performance

Country subdivision (NUTS): Dublin (IE061)

Country: Ireland

2.1.3 Value

Estimated value excluding VAT: 200 000 Euro

2.1.4 General information

Legal basis:

Other

2.1.6 Grounds for exclusion

Sources of grounds for exclusion: Procurement Document

5 Lot

5.1 Lot: LOT-0001

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Internal identifier: 0

5.1.1 Purpose

Main nature of the contract: Services

Main classification (cpv): 79313000 Performance review services

Additional classification (cpv): 79410000 Business and management consultancy services

Additional classification (cpv): 79411000 General management consultancy services

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Additional classification (cpv): 80521000 Training programme services

5.1.2 Place of performance

Country subdivision (NUTS): Dublin (IE061)

Country: Ireland

Additional information:

5.1.3 Estimated duration

Duration: 4 Year

5.1.5 Value

Estimated value excluding VAT: 200 000 Euro

5.1.6 General information

Procurement Project not financed with EU Funds.

This procurement is also suitable for small and medium-sized enterprises (SMEs): yes

5.1.7 Strategic procurement

Aim of strategic procurement: No strategic procurement

5.1.9 Selection criteria

Sources of selection criteria: Procurement Document

5.1.11 Procurement documents

Languages in which the procurement documents are officially available: English

Languages in which the procurement documents (or their parts) are unofficially available: English
Deadline for requesting additional information: 21/08/2026 17:00 +01:00
Address of the procurement documents: <https://www.etenders.gov.ie/epps/cft/listContractDocuments.do?resourceId=8791283>

5.1.12 Terms of procurement

Terms of submission:

Electronic submission: Required

Address for submission: <https://www.etenders.gov.ie/epps/cft/viewTenders.do?resourceId=8791283>

Languages in which tenders or requests to participate may be submitted: English

Electronic catalogue: Not allowed

Tenderers may submit more than one tender: Not allowed

Deadline for receipt of tenders: 04/09/2026 12:00 +01:00

Duration during which the tender must remain valid: 12 Month

5.1.15 Techniques

Information about the dynamic purchasing system:

No dynamic purchase system

5.1.16 Further information, mediation and review

Review organisation: The High Court of Ireland

Organisation providing offline access to the procurement documents: Institute of Public Administration_299

Organisation providing more information on the review procedures: The High Court of Ireland

Organisation receiving requests to participate: Institute of Public Administration_299

Organisation processing tenders: Institute of Public Administration_299

8 Organisations

8.1 ORG-0001

Official name: Institute of Public Administration_299

Postal address: 57-61 Lansdowne Road, Ballsbridge

Town: Dublin

Postcode: D04 TC62

Country subdivision (NUTS): Dublin (IE061)

Country: Ireland

Email: procurement@ipa.ie

Buyer profile: www.ipa.ie

Roles of this organisation:

Buyer

Organisation providing offline access to the procurement documents

Organisation receiving requests to participate

Organisation processing tenders

8.1 ORG-0002

Official name: The High Court of Ireland

Registration number: The High Court of Ireland

Department: The High Court of Ireland

Postal address: Four Courts, Inns Quay, Dublin 7

Town: Dublin

Postcode: D07 WDX8

Country subdivision (NUTS): Dublin (IE061)

Country: Ireland

Email: HighCourtCentralOffice@courts.ie

Telephone: +353 1 8886000

Roles of this organisation:

Review organisation

Organisation providing more information on the review procedures

8.1 ORG-0003

Official name: European Dynamics S.A.

Registration number: 002024901000

Department: European Dynamics S.A.

Town: Athens

Postcode: 15125

Country subdivision (NUTS): Βόρειος Τομέας Αθηνών (EL301)

Country: Greece

Email: eproc-esender@eurodyn.com

Telephone: +30 2108094500

Roles of this organisation:

TED eSender

Notice information

Notice identifier/version: e1c2b854-5034-48f6-b059-92f9fcbcab19 - 01

Form type: Competition

Notice type: Contract or concession notice – standard regime

Notice dispatch date: 10/08/2026 11:02 +01:00

Languages in which this notice is officially available: English